



# GILA RIVER INDIAN COMMUNITY

SACATON, AZ 85247

HUMAN RESOURCES DEPARTMENT  
Post Office Box 97  
Sacaton, AZ 85247

(520) 562-9800  
(520) 562-9808  
FAX: (520) 562-9809

## JOB RE-ANNOUNCEMENT

SENIOR SANITARIAN  
\$46,142.00 per annum (DOE)

### DEPARTMENT NAME AND NUMBER

Health Resources/  
Environmental Health Services

2008-155

### RECRUITMENT OPENS AND CLOSES

February 7, 2008 to March 19, 2008

### ESSENTIAL JOB TASKS:

Knowledge of Code & Ordinance Writing as well as Report Writing. Must have experience with Microsoft Word and able to develop power point presentations.

### DISTINGUISHING FEATURES OF THE CLASS:

The Senior Sanitarian will schedule routine work as outlined in Chapter 11 of the Indian Health Services (HIS) Manual. The Senior Sanitarian is distinguished from the Sanitarian II by spending more than 50 percent of the time in supervisory activities and by responsibility for multiple and more complex program areas.

### ESSENTIAL FUNCTIONS:

Plan, organize and manage a reservation-wide of environmental health services programs related to codes and ordinances, epidemiology, emergency response, food sanitation, injury prevention, institutional health, recreational sanitation, substandard housing, vector control, wastewater management and water quality.

Interpret Tribal sanitation laws, evaluate sanitation programs, and recommend improvements.

Appraise sanitation needs and help prepare recommendation on environmental health problems.

Coordinate environmental health programs with other agencies.

Select, assign and review work of professional, technical and clerical staff.

Analyze personnel and equipment needs and assist in the preparation of the budget.

Review and adopt appropriate Federal, State or Tribal programs to fit Tribal needs; recommend changes in rules, regulations and statutes.

Attend meetings, conferences and public forums; write reports and make technical presentations.

Perform other related duties as assigned.

**REQUIRED KNOWLEDGE, SKILL AND ABILITY:**

- Considerable knowledge of public health sanitation programs including; principles, techniques of enforcement, budgeting and personnel management;
- Knowledgeable of Tribal laws and Department of Public Health rules and regulations pertaining to environmental health;
- Knowledge of principles and practices of public health sanitation including; food handling, food processing, water supply, waste water disposal, vector control, epidemiology, injury prevention, emergency response and general sanitation.
- Ability to plan, organize and direct a multiple activity sanitation program;
- Ability to analyze situations accurately and adopt an effective course of action;
- Ability to speak and write effectively;
- Ability to effect improvement in sanitary practices in the private sector and sanitary programs;
- Ability to establish and maintain effective working relationships with other employees, Community Officials and the general public;
- Ability to perform all physical requirements of the position; agree to maintain a Drug-free workplace.

**REQUIRED EXPERIENCE AND TRAINING:**

Bachelor's degree in either of the following; Environmental Health, Industrial Hygiene or Natural Resources and three (3) years experience as a Registered Sanitarian (R.S.) in Arizona or Registered Health Specialist (R.E.H.S.) with the National Environment Health Association in an area appropriate to the assignment.

Preference is given to qualified enrolled members of the Gila River Indian Community.

**ADDITIONAL REQUIREMENT:**

Valid state driver's license with proof of driving record for the past 39 months may be required to qualify for a tribal driving permit. **Proof of driving record must be submitted with application.**

**OVERTIME STATUS: Salaried**  
**SUPERVISORY STATUS: Supervisory**  
**Reports to Director or designee**

Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act (Title 25, U.S. Code, Section 472 and 473). The Gila River Indian Community is also committed to achieving the full and equal opportunity without discrimination because of Race, Religion, Color, Sex, National Origin, Politics, Marital Status, Physical Handicap, Age or Sexual Orientation. In other than the above, the Gila River Indian Community is an Equal Opportunity Employer.

If you are claiming Request for Award of Preference Points in the following categories please attached a copy of the required documentation to the employment application.

Six (6) preference points for Community Members (with proof of enrollment)  
Three (3) preference points for Native Americans (who meet the membership requirement of an established Tribe)  
One (1) preference point for Spouse of Community Member (with proof of spouse enrollment)  
One (1) preference point for Veteran (meeting the statutory requirements)

**DEADLINE:** Applications can be picked up at all District Service Centers, Human Resources Department and on the website ([www.gric.nsn.us](http://www.gric.nsn.us)). **Applications must be returned to the Human Resources Department by 5:00 pm on the closing date.**

**TO AVOID DELAYS, APPLICATIONS CAN BE MAILED OR FAXED TO:**

**Gila River Indian Community, Human Resources Department**  
**P.O. Box 97**  
**Sacaton, Arizona 85247**  
**Fax Number 520-562-9809**



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## JOB ANNOUNCEMENT

**SANITARIAN**  
\$39,859 per annum (DOE)

### DEPARTMENT NAME AND NUMBER

Health Resource Department      2008-228  
Sacaton

### RECRUITMENT OPENS AND CLOSES

February 1, 2008 to March 17, 2008

### DISTINGUISHING FEATURES OF THE CLASS:

The Sanitarian schedules routine work as outlined in Chapter 11 of the Indian Health Services (IHS) Manual. The Sanitarian performs environmental health inspections, enforcement and legal documentation; furnish advice, provide training and technical assistance on recurring problems. Applicant must be proficient in Microsoft applications (powerpoint, excel, & access) and experience with vector control activities such as adulticiding/larviciding and knowledge of septic systems design.

### ESSENTIAL FUNCTIONS:

- Plan, develop, implement and evaluate environmental health services programs relating to codes and ordinances, epidemiologist, emergency response, food sanitation, injury prevention, institutional environmental health, recreational sanitation, substandard housing, vector control, wastewater management, and water quality.
- Participate in the development and update of tribal specific health plan and the various Environmental Health Services plans.
- Take samples of water, sewage, milk, meat and other foods for laboratory analysis; perform laboratory analysis and organize report data; inspects eating, drinking, food processing and food distribution equipment and establishments.
- Interpret, explain, and recommend action to local community and private industry on the results of the analysis based upon established sanitarian principles.
- Assist with plan review for new construction or renovation to existing food service establishments, institutional facilities and wastewater disposal designs.
- Inspect sewage and refuse disposal units, swimming pools, hotels, motels, trailer court, governing the sanitary condition of such establishments; investigates, inspects and surveys areas for potential or existing insect or rodent infestation; inspects construction and operation of water and wastewater treatment facilities.
- Investigate complaints of citizens regarding unsanitary conditions, collect evidence on infraction and may testify in court.
- Through promotions, education, technical assistance and enforcement methods, improves local governmental sanitary programs, secure public, and private compliance with sanitation regulations.
- Works in non-engineering technical capacity in water supply, water pollution, or air pollution control.
- May supervise and train less experienced Sanitarians and Environmental Technicians.
- Recommend methods for control of environmental factors that might affect the public's health.
- Perform other related duties as assigned.

### REQUIRED KNOWLEDGE, SKILL AND ABILITY:

- Knowledge of Tribal Laws and Department of Public Health rules and regulations pertaining to environmental health;

- Knowledgeable of various field equipment, e.g., sound level meter, MSA pump, light meter, voltmeters, "wooden head" electrical tester, etc;
- Ability to analyze situations accurately and adopt an effective course of action;
- Ability to prepare concise technical reports;
- Ability to effect improvement in sanitary practices in the private sector and sanitary programs in the public sector;
- Ability to establish and maintain effective working relationships with other employees, Community Officials and the general public;
- Ability to perform all physical requirements of the position; agree to maintain a Drug-free workplace.

**REQUIRED EXPERIENCE AND TRAINING:**

Bachelor's degree in an Environmental Health, Public Health or related field; or successful completion of at least 30 semester hours in the natural sciences at an accredited college/university; or a minimum of five (5) years experience in a Sanitarian type position for a public health agency; or a minimum of five (5) years full-time military service in Environmental Health field.

Incumbent must become a Registered Sanitarian within the State of Arizona or a Registered Environmental Health Specialist with the National Environmental Health Association within one (1) year of employment.

**ADDITIONAL REQUIREMENT:**

Valid state driver's license with proof of driving record for the past 39 months will be required to qualify for a tribal driving permit. **Proof of driving record must be submitted with application.**

**OVERTIME STATUS: Salaried**  
**SUPERVISORY STATUS: Supervisory**  
**Reports to Director or Designee**

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